

**Meeting Minutes
Eastern WUCC Meeting #3
Southeastern Connecticut Council of Governments – 5 Connecticut Avenue, Norwich, CT
August 10, 2016 1:00 p.m.**

The Eastern Water Utility Coordinating Committee (WUCC) met on August 10, 2016 at 1:00 p.m. The meeting was held at the Southeastern Connecticut Council of Governments offices at 5 Connecticut Avenue, Norwich, Connecticut. Prior notice of the meeting was posted on the DPH website, Eastern WUCC webpage: <http://www.ct.gov/dph/cwp/view.asp?a=3139&q=576502%20>

The following WUCC member representatives were in attendance (listed in alphabetical order of affiliation):

WUCC Member Representative	Affiliation
Craig Patla	Connecticut Water Company
Brad Kargl	East Lyme Water & Sewer
Raymond Valentini	Groton Utilities
Brendan Avery	Jewett City Water Company
Jonathan Avery	Jewett City Water Company
Mike Cherry	Ledyard WPCA
Ed Lynch	Ledyard WPCA
Samuel Alexander	Northeastern Connecticut Council of Governments
Eric Sanderson	Northeastern Connecticut Council of Governments
Mark Decker	Norwich Public Utilities
Amanda Kennedy	Southeastern Connecticut Council of Governments
Jim Butler	Southeastern Connecticut Council of Governments
Josh Cansler	Southeastern Connecticut Water Authority
Tom Seidel	Town of Franklin/SCCOG
Michael Murphy	Town of Lisbon/SCCOG
Robert Congdon	Town of Preston
Patrick Bernardo	Town of Putnam/SUEZ
Paul Devery	Windham Water Works

The following non-WUCC member representatives were in attendance (listed in alphabetical order of affiliation):

Non-WUCC Member Representative	Affiliation
Melissa Czarnowski	CT DEEP
Corinne Fitting	CT DEEP
Mike Sullivan	CT DEEP
Justin Milardo	CT DPH
Lori Mathieu	CT DPH
Mark Sceery	EPA
Scott Bighinatti	Milone and MacBroom, Inc.

A copy of the meeting agenda is attached. A copy of the presentation given at the meeting will be available for download from the Eastern WUCC webpage.

The following actions took place:

1. Welcome & Roll Call

The meeting was called to order at 1:05 PM by Tri-chairs Robert Congdon (Town of Preston), Pat Bernardo (Town of Putnam/SUEZ), and Mark Decker (Norwich Public Utilities).

Members of the WUCC and those in attendance stated their names and affiliations.

2. Approval of July Minutes

Mr. Bernardo made a motion to approve the June meeting minutes as presented. Mike Cherry of the Ledyard WPCA seconded the motion. The motion carried unanimously.

3. Formal Correspondence

Samuel Alexander of the Northeastern Connecticut Council of Governments described the formal correspondence sent and received by the Eastern WUCC.

- Mr. Alexander stated that the Department of Public Health distributed a circular letter regarding an August 25th Webinar that detailed the WUCC planning process and progress to date. Mr. Justin Milardo of DPH indicated that additional information regarding the webinar would be forthcoming.
- Mr. Alexander stated that the Eastern WUCC Tri-chairs sent letters to all Eastern WUCC members, making notification of the availability of a rough draft Preliminary Water Supply Assessment (PWSA) and explaining how members may obtain a copy. Mr. Alexander also stated that the Eastern WUCC Tri-chairs sent copies of the rough draft Preliminary Water Supply Assessment to all currently participating Eastern WUCC members and large utilities serving greater than 1,000 people for initial review.
- Mr. Alexander stated the Eastern WUCC Tri-chairs sent letters to the Southeastern Connecticut Council of Governments and Northeastern Connecticut Council of Governments requesting information from local officials regarding local drinking water needs.

- Scott Bighinatti of Milone and MacBroom, Inc. thanked Amanda Kennedy of the Southeastern Connecticut Council of Governments for preparing an online survey that will be distributed to member municipalities of both COGs throughout the eastern region. The online survey asks the same questions included in the letter sent to the COGs by the Eastern WUCC but may have the ability to reach more municipal personnel.
 - Mr. Alexander stated that the Eastern WUCC received formal correspondence from Rivers Alliance with questions regarding the Water Supply Assessment (WSA) process and how it would address environmental concerns, and with concerns regarding modifications of Exclusive Service Area boundaries.
 - Mr. Bighinatti stated that the WSA questions received from Rivers Alliance would be addressed later the meeting and accompanying presentation. Mr. Bighinatti described that the WSA and ESA processes are governed by State Statute and that the bylaw make these processes open and inclusive. Mr. Bighinatti explained that while the Bylaws state that a modification of the ESA boundary between two members can occur without a vote, there are several other provisions in the Bylaws (e.g. a meeting with quorum, notice period, and comment periods) when an ESA boundary is to be modified regardless of the circumstances.

There was no other formal correspondence.

4. Public Comment

Mr. Bernardo asked for public comment.

There was no public comment.

5. Work Plan Amendment

Mr. Bighinatti indicated that the Eastern WUCC Plan of Work (“Work Plan”) states that the WUCC must respond to Formal Correspondence (in addition to public comment received during meetings) but does not specify what is and is not to be considered Formal Correspondence. Mr. Bighinatti suggested that the WUCC should add a section to the Work Plan stating that correspondence should be addressed to a WUCC officer or officers, to be considered formal correspondence necessitating a response.

- Mr. Cherry asked for further clarification of the issue.
 - Mr. Bighinatti explained that for the WUCC to be expected to act upon correspondence, that the correspondence should be meant specifically for the WUCC as a whole and not a singular member (*for instance: Groton Utilities*).
- Jim Butler of the Southeastern Connecticut Council of Governments suggested that the WUCC may simply recognize that an item qualifies as formal correspondence based on its contents.
- John Avery of Jewett City Water Company stated that if a general letter is sent to the Department of Energy and Environmental Protection (DEEP), for instance, that DEEP should then forward the letter to the WUCC for it to be considered formal correspondence.

- Mr. Bighinatti stated that that would be appropriate since many may not realize that DEEP is a member of the WUCC, while they are a stakeholder agency.
- John Avery stated that persons may be confused by a lack of response in this example.

Brad Kargl of East Lyme Water & Sewer made a motion to amend the Work Plan to provide that all incoming correspondence be addressed to an Eastern WUCC officer or officers if it is to be considered formal correspondence to be acted upon. Mr. Cherry seconded the motion. The motion was opened up for discussion.

- Mr. Butler stated that if a letter came to the Southeastern Connecticut Council of Governments, it should be considered formal correspondence.
 - Mr. Bighinatti stated that the incoming correspondence should be sent to the Eastern WUCC, from Southeastern Connecticut Council of Governments, in that example.
- Mr. Butler stated that this procedure may limit the amount of incoming correspondence to the WUCC, and stated that all communications should be treated seriously. Mr. Butler then asked if it be appropriate that all incoming correspondence addressed the Eastern WUCC, in general, be considered formal correspondence.
 - Mr. Cherry stated that a Work Plan amendment would simply clarify the process.
 - Scott Bighinatti stated that the Work Plan currently do not address incoming correspondence, and that this was designed to clarify the procedures.

Mark Decker of Norwich Public Utilities asked if there were additional comments. There was no additional discussion

Mr. Decker asked Mr. Alexander to re-read the motion made by Mr. Kargl.

- Mr. Alexander re-read the motion and the motion was brought to a vote. The motion carried with one abstention (SCCOG).

Mr. Bernardo asked for clarification if correspondence could be addressed to the WUCC, as a whole.

- Mr. Decker asked what one would mean by “WUCC” when addressing the WUCC, as a whole.
- Mr. Butler stated that the original issue was, “what constitutes formal communication?”. He further stated that a motion was made to define Formal Correspondence as anything addressed to Eastern WUCC officers, which would discount anything sent to non-officers.
 - Bob Congdon of the Town of Preston stated that the organization receiving the correspondence should then forward it the Eastern WUCC officers for consideration.
 - Mr. Butler stated that there is large potential for communication not to be addressed.
- Mr. Avery stated that the WUCC has no physical location, which creates a need for a policy regarding incoming correspondence.

- Mr. Butler stated that this reinforces the issue that correspondence must go to officers. He noted that the officers contact information is identified on the letterhead.

Mr. Bighinatti stated that the appropriate changes will be made to the Work Plan and that the Work Plan will be sent to the Department of Public Health (DPH) to be posted online.

6. Water Supply Assessment Review & Feedback

Mr. Bighinatti stated that a draft Preliminary Water Supply Assessment (PWSA) was sent to active Eastern WUCC members and large utilities serving greater than 1,000 customers. Mr. Bighinatti noted that the draft PWSA is a rough draft and that certain sections and the appendices as well as water utility data are still being compiled and incorporated. Mr. Bighinatti explained that a final draft PWSA will be distributed by September.

Mr. Bighinatti began a PowerPoint presentation describing the contents of the draft PWSA.

- Mr. Bighinatti stated that Connecticut General Statutes section 25-33g state that once comments are integrated into the draft PWSA, it will become a final Water Supply Assessment (WSA). He noted that there is some members and non-members are confused by the differences between the statutes and the regulations. While the Statutes call for two separate documents (WSA and CWSP), the Regulations combine the WSA with the ESA delineation, Integrated Report, and Executive Summary into an Areawide Supplement. The Areawide Supplement, combined with the Individual Water Supply Plans of the larger utilities, make up the CWSP.
- Mr. Bighinatti stated that the PWSA is required to be “factual and concise” and therefore consist largely of data, which must be shared in a way that complies with CWWA guidelines. Interpretation of the data is largely performed in the Integrated Report.
- Mr. Bighinatti reiterated that the WSA and Exclusive Service Area (ESA) establishment processes are driven by State Statute and Regulations established by the 1985 Public Act. The process is laid out so that each component (e.g.) must be completed before moving onto the next. Speaking to one of Mr. Avery’s points at a previous meeting, although the information in the Integrated Report would be helpful for utilities planning to declare an area for an ESA, the order of the process was decided such that utilities would be identified as ESA holders first. This allows an understanding and evaluation of what utility resources could be utilized to address issues, needs, and deficiencies in the region in the Integrated Report.
- Mr. Bighinatti then stated that 2014 changes to State Statutes and agency regulations require addressing the impact of the plan on other uses of water resources. The regulations require that these be addressed as part of the Integrated Report.

Mr. Bighinatti asked if there were questions before continuing the presentation. There were no questions.

- Mr. Bighinatti stated that the PWSA is organized into seven chapters. Mr. Bighinatti gave a brief description of each chapter (Introduction; Existing Public Water Systems; Assessment

of Future Water Supply Needs; Existing Service Areas; Population, Land Use, and Projected Growth; Status of Planning; and Issues, Needs, and Deficiencies in the Region).

- Mr. Bighinatti discussed the chapter, “Introduction” of the draft PWSA. He stated that the formal name of the area served by the Eastern WUCC is, the “Eastern Connecticut Public Water Supply Management Area” (PWSMA), while the WUCC is the committee of members within the PWSMA.
- Mr. Bighinatti discussed the chapter, “Existing Public Water Systems” of the draft PWSA. He stated that the PWSA addresses the different types of water systems and their capabilities. Mr. Bighinatti stated that not all utility data has been integrated and that Water Supply Plans for utilities are on different timelines from one another, and in different states. In particular, 2015 demands are needed from all utilities to support future projections in the Integrated Report.
- Mr. Bighinatti described the chapter, “Assessment of Future Water Supply Sources”. He noted that the assessment of the need for identifying or developing future supplies was based on what utilities had indicated within their water supply plans.
- Mr. Bighinatti described the chapter, “Existing Service Areas”. He noted that a general map of areas served will be provided (similar to the presentation board on display each meeting), along with a general description of the types of Community and Non-Community systems in each municipality.
- Mr. Bighinatti discussed the chapter, “Population, Land Use, and Projected Growth” of the draft PWSA. He stated that the chapter used data from plans of conservation and development, growth trends, housing trends, zoning regulations, and existing land uses. He stated that the PWSA will present population projections created by the Connecticut State Data Center (CTSDC) at the University of Connecticut and by the Connecticut Department of Transportation (DOT), as determining which set of projections to use will be determined at a later date.
- Mr. Bighinatti discussed the chapter, “Status of Planning” of the draft PWSA. He stated that the chapter describes water supply plans and community plans of conservation and development as they pertain to water, and that the chapter describes coordination between Community Water Systems.
- Mr. Bighinatti discussed the chapter, “Issues, Needs, and Deficiencies in the Region” of the draft PWSA. He stated that the chapter uses the discussion of the July meeting to simply state the issues, needs, and deficiencies identified in the region. Solutions will be evaluated in the Integrated Report.

Mr. Bighinatti asked if there were questions.

- Mr. Butler stated that he was impressed with the depth of data involved in the draft PWSA.
- Ms. Kennedy asked at which point data will be connected to analyze the potential issues of the region.
 - Mr. Bighinatti stated that that will primarily occur in the Integrated Report as the PWSA is intended to be factual and concise. Mr. Bighinatti stated that it may also be necessary to analyze some data as part of the ESA process.
- Craig Patla of Connecticut Water Company asked if there was a process to validate data in the case of an inconsistency.

- Mr. Bighinatti asked members to e-mail him with any changes as he would be constantly updating the plan's data.
- Mr. Cherry stated that Amanda Kennedy is working on the regional plan of conservation and development for southeastern Connecticut and asked whether population data should be consistent across that plan and the PWSA.
 - Mr. Butler stated that the plan of conservation and development addresses water utilities and that Ms. Kennedy is utilizing data from the draft PWSA.

Mr. Bighinatti stated that although the PWSA must be factual and concise, it is possible to present data in different ways to facilitate its use in future parts of the process. For example, if it would be helpful for the PWSA to break data down by municipality and show more figures for population projections, this could be performed.

- Mr. Butler stated that breaking down population data by municipality would more closely show the populations of individual service areas, but that the data could not be broken down by service area.
 - Mr. Bighinatti agreed that utilities' projections of population served are not done by Census "Tracts" or "Blocks".
- Ms. Kennedy stated that classifying towns by "urban" and "rural" on the tables for the sake of population projections may be beneficial, as this is already consolidated done for the figures.
- Mr. Butler noted that population projections by municipality are already in the PWSA.
 - Mr. Bighinatti clarified his example in that there are no figures (*e.g. graphs*) associated with that data.
- Ms. Kennedy asked how data would be updated for populations served by water utilities.
 - Mr. Bighinatti stated that utilities are required to submit estimates of populations served as part of their water supply plan, although in some cases the plans are not current. Some of the tables reference estimates of population served provided more recently to the Connecticut Public Utility Regulatory Authority (PURA), and that the estimate of population served may exceed previous projections in the older water supply plans. Mr. Bighinatti explained that Milone and MacBroom, Inc. will ask for more current projections of population to be served when obtaining data from utilities.
- Mr. Cherry stated that he does not think that additional figures such as graphs would aid the PWSA very much.
 - Mr. Bighinatti stated that a line graph, for instance, is easier to process visually, and that may be beneficial to later phases of the process. However, the general concurrence was that additional figures were not needed. He asked the group to consider other potential ways to present data in the PWSA that may be useful as they review the documents and to contact him with suggestions.

Mr. Kargl asked about the timeline for completion of the WSA.

- Mr. Bighinatti proceeded presented a slide showing the current WSA schedule.
 - Mr. Bighinatti indicated that the statutes require consultation with DPH, DEEP, OPM, and PURA on the WSA and that the rough draft will be provided to them soon to begin their review.
 - Mr. Bighinatti described that a final draft PWSA will be completed for review prior to the September meeting, with the goal of it being approved for public review and comment following the September meeting.
 - Mr. Bighinatti explained that the public comment period would last approximately 45 days for the PWSA, providing additional time to obtain comments from municipalities and interested parties. Public comments would be reviewed at both the October and November Meeting. Adoption of the plan for submittal to DPH would occur at the December meeting. Mr. Bighinatti indicated that there is a significant amount of opportunity for comments to be incorporated.

Ms. Kennedy asked about the difference between the September and November drafts.

- Mr. Bighinatti stated that public comments received during the comment period would be incorporated into the November draft, which would be a draft Final WSA.

Mr. Decker stated that, from a time perspective, it will be important to closely examine data as the draft PWSA is released for comments. Mr. Decker also stated that it is incumbent on utilities and communities to look at their respective sections of the PWSA to determine accuracy of information.

- Mr. Kargl agreed that that is most important because the WSA creates the baseline for future plans and processes.
- Mr. Patla stated that he believes the presented schedule is “tight” because of the need for data validation.
 - Mr. Decker restated that each community and utility must look closely at their relevant data and provide timely comments for inclusion in the drafts.

Mr. Patla asked if there as a final date for data validation.

- Mr. Bighinatti stated that that date would likely be the November meeting, but that a formal date was not yet set.

Mr. Kargl asked how if there was coordination between the WSA process and the process for the State Water Plan.

- Mr. Bighinatti stated that Milone and MacBroom is assisting in the process for the State Water Plan as a subconsultant to CDM Smith. Mr. Bighinatti explained that Milone and MacBroom has not shared data used in the PWSA because it has not been approved for release. Mr. Bighinatti continued, stating that the processes for the WSA and State Water Plan are staggered and that while the PWSA will inform Phase I of the State Water Planning process, the State Water Plan will likely be nearing completion as the WUCC is developing the Integrated Report.

Mr. Kargl stated that the information provided in the WSA should be utilized by the State Water Plan.

- Mr. Bighinatti stated that Milone and MacBroom, as a consultant, will only release data if approved by the WUCC and DPH.
- Mr. Decker stated that Mr. Kargl is correct, and that the WSA inform the State Water Plan. Mr. Decker explained that the WUCC must first be comfortable that the data shown in the WSA does not compromise security.
- Mike Sullivan of DEEP stated that he is attending the meeting to learn about the schedule of the Eastern WUCC and because he is interested in the environmental consequences of the WUCC's efforts. Mr. Sullivan stated that there needs to be coordination between the two mentioned plans.

Mr. Congdon asked for clarification on the draft PWSA and the use of a "DRAFT" watermark.

- Mr. Bighinatti stated that when released for public comment, the PWSA will not contain a watermark. The watermark will return for the states of the Final WSA.

Mr. Bighinatti asked if there were additional comments. There were none.

7. Discussion/Possible Adoption of Subcommittee to Determine Eastern WUCC ESA Procedures

Mr. Bighinatti stated that the Eastern WUCC bylaws allow a subcommittee to be formed to focus on technical issues, such as determining specific procedures for the ESA process and to develop forms and rubrics to be used during that process. Mr. Bighinatti stated that this may also be done at regular WUCC meetings but that the regular meetings could be bogged down in minutia.

Mr. Bighinatti presented slides describing the general ESA process and specific action items that need to be addressed prior to starting the process.

- Mr. Bighinatti explained that existing ESAs in the southern portion of the region would be largely unchanged, and that there should be clear procedures for establishment and redrawing of ESA boundaries. Mr. Bighinatti suggested that this may best be done with a guidance document added to the Work Plan.
 - Mr. Cherry stated that there are two relevant processes: establishment of initial ESAs in the northern towns, and adjustments of existing ESAs in the southern towns. Mr. Cherry was of the opinion that the ESA process may slow the progress of WUCC meetings and that it should be handled by a subcommittee.
- Mr. Congdon agreed with the concept of a subcommittee and suggested that the subcommittee be formed from two WUCC members from the northern part of the region and two WUCC members from the southern part of the region.
 - Mr. Bighinatti reminded the group that subcommittee meetings or workshops would be properly noticed.

- Mr. Decker asked if the subcommittee would be formed by a consensus or by a vote.
 - Mr. Bighinatti recommended that a vote be held such that the subcommittee is formed by formal motion with a specific charge.
- Mr. Decker asked for volunteers to serve on the subcommittee.
 - Mr. Bernardo, Mr. Congdon, Josh Cansler of the Southeastern Connecticut Water Authority, and Paul Devery of Windham Water Works volunteered.

Mr. Kargl made a motion to establish a subcommittee of the four individuals who volunteered, that would have the responsibility of reviewing the ESA process and providing feedback to the full Eastern WUCC, with September being the first report period. Mr. Cherry seconded the motion. The motion was opened up for discussion.

- Mr. Congdon asked if other WUCCs in Connecticut were forming similar subcommittees.
 - Mr. Bighinatti stated that other WUCCs have not yet considered the question although it may be discussed at the Central WUCC meeting next week.
- Mr. Congdon stated that it would be beneficial for the three WUCCs not to have three separate sets of forms for handling ESA boundaries.
- Ed Lynch of the Ledyard Water Pollution Control Authority asked how long it would take to develop the needed forms, as they have ESA boundary modifications that they would like to consider.
- Mr. Congdon asked if conflicts where ESAs were previously established may be resolved under the existing process of the former Southeastern Connecticut WUCC.
 - There was general discussion as to the how the WUCC would handle the provision of water service in different instances under existing processes. The Bylaws provide a process for performing modification of existing boundaries, although Mr. Bighinatti suggested that it may be helpful for the subcommittee to complete its guidance document before modifying existing ESA boundaries.
 - Mr. Decker explained that nothing would prevent two parties from holding preliminary discussion regarding ESA boundaries, and that this would make the ESA process smoother, overall. Mr. Decker reminded the group that if parties do not reach agreement, and the issue is brought to the WUCC and consensus is not achieved, the dispute may then be brought to PURA for a recommendation and then to DPH if the WUCC cannot achieve consensus.
- Mr. Congdon asked whether an ESA dispute could be resolved today.
 - Mr. Bighinatti stated that the WUCC would not review unless ESA holders wish to modify or relinquish ESAs, and reminded the group that ESA modifications require notice.
- Mr. Congdon stated that ESA holders may contact the WUCC and state that they wish to have an ESA adjustment added to the next month's agenda.
 - Mr. Bighinatti confirmed, stating that the bylaws address this issue.

- Mr. Cherry stated that developing procedures for establishing and modifying ESA boundaries is necessary both for the immediate process as well as the long-term process, and that there should be two deliverables which address how the WUCC will comply with the State Statutes when establishing ESA boundaries in the northern towns, and then additional guidance for modifications over the longer term.
 - Mr. Bighinatti agreed and stated that establishing declaration forms is the first priority as declaration forms should go out in October, and that guidance would need be in place before December.

Lori Mathieu of DPH stated that the Department is reviewing a certificate for a well in which there is no established ESA, and that the certificate would need the approval of the WUCC.

- Mr. Bighinatti stated that under current Statutes, the WUCC could act on approving the certificate. He read CGS Section 25-33i(b) which requires the WUCC to consider Certificates of Public Convenience and Necessity. Mr. Congdon stated that an agenda item will be added to the next meeting.

Mr. Cherry asked if there was agreement on the need for a subcommittee.

- Mr. Decker asked Mr. Alexander to re-read the motion. Mr. Alexander read the motion as made by Brad Kargl.
- Mr. Bighinatti recommended that the WUCC consider an amendment to the motion to provide for the preparation of a draft declaration form to be shared at the September meeting, as a final declaration form should be approved at the October meeting for distribution to utilities and municipalities.

Mr. Kargl amended the motion to provide for the subcommittee to prepare a draft declaration form to be used in the ESA process, and Mr. Cherry seconded the amended motion. The motion was brought to a vote and carried unanimously.

8. Other Business

Mr. Bernardo asked if there were action items for the August Meeting.

- Mr. Bighinatti suggested the following action items: Discussion and adoption of the PWSA; a report from the ESA subcommittee, and consideration / possible approval of a Non-Community water system in the northern part of the region.

Mr. Bernardo asked if the WUCC addressed the correspondence received from Rivers Alliance.

- Mr. Bighinatti indicated that he had responded to the questions included in the correspondence received between the July and August meetings.

Mr. Decker asked about the comment that updated information may be provided in the Integrated Report.

- Mr. Bighinatti explained that responses are embodied in the minutes and that by the time of the Integrated Report, components of the WSA may be out of date and may not address current conditions. Updated information will be provided as necessary.

Mr. Congdon asked if the WUCC could send correspondence to Rivers Alliance indicating that their comments were addressed as part of the meeting and recorded in the minutes.

- Mr. Alexander confirmed that he would do so.

Mr. Bernardo stated that he received a call from a well driller about a Certificate of Public Convenience and NEcessity and that the well driller asked if the certificate should be sent to the WUCC or the ESA holder. Mr. Bernardo stated that he directed the person to DPH.

- Mr. Bighinatti stated that the inquiry should go to DPH to determine the ESA holder, if there is one. This is typically performed under the Screening Application.

Mr. Cherry noted that the previous Coordinated Water System Plan (CWSP) was completed by Milone and MacBroom and asked if Geographic Information Systems (GIS) data was prepared showing ESA boundaries for southeastern Connecticut towns.

- Mr. Bighinatti stated that ESA boundary information is available in GIS format on the DPH website, and noted that a map showing the boundaries is included in the draft PWSA.

Mr. Bernardo asked if there were any more items for discussion before adjourning the WUCC adjourned.

- Ms. Mathieu reminded the group that DPH will be hosting a Webinar on August 25th, at 1pm, describing the WUCC process as well as its history and relevant regulations and statutes. Ms. Mathieu also stated that the Webinar will allow for questions and comments.

Ms. Mathieu addressed utility companies, reminding them that if the utility has initiated a Drought Trigger, it should contact DPH.

Mr. Bernardo asked for a motion to adjourn the meeting. Mr. Congdon made a motion to adjourn the meeting. The motion was seconded by Brad Kargl. The meeting was adjourned at 2:42pm.

Respectfully Submitted,

Samuel Alexander, Recording Secretary